



THOMAS BOSCARINO
CHAIRMAN

SHERRY KRAUS
VICE CHAIRMAN

TOWN OF ELLINGTON

Ad Hoc Committee for the Robert Tedford Memorial

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LISA HOULIHAN
JOANNE TEDFORD
KATE TEDFORD
TIMOTHY WEBB

Ad Hoc Committee for the Robert Tedford Memorial
Special Meeting Minutes
October 10, 2019
Town Hall Annex

MEMBERS PRESENT: Thomas Boscarino, Timothy Webb, Lisa Houlihan, Joanne Tedford, Sherry Kraus, Dustin Huguenin, Kate Tedford (via cell phone)

MEMBERS ABSENT: Felicia LaPlante

OTHERS PRESENT: Julia Connor

I. Call to Order

Chairman Boscarino called the meeting to order at 6:05 p.m.

II. Citizens' Forum [non-agenda items]: No citizens came forward.

III. Approval of Minutes – September 25, 2019

MOVED (KRAUS), SECONDED (HOULIHAN) AND PASSED [AYE: BOSCARINO/HOULIHAN/J. TEDFORD/KRAUS/HUGUENIN/K. TEDFORD; ABSTAIN: WEBB] TO APPROVE THE MINUTES OF THE SEPTEMBER 25, 2019 SPECIAL MEETING.

IV. Unfinished Business

A. Memorial Markers

Joanne Tedford provided the Committee members with a few draft designs of the outdoor memorial markers that she obtained from K.G. Keena Memorials, Inc. These will be reviewed by the members and further discussed at a later meeting.

B. Sign Update – Robert Tedford Memorial Park

Kate Tedford reported that Carl White was working on the new sign; he will be in contact with Dustin Huguenin regarding the details of setup once it's completed. The Department of Public Works will be painting the signposts white in the next week or so, and it is the Committee's intention to plant mums by the new sign as well.

C. October 26, 2019 Dedication Ceremony

Vice Chairman Kraus has spoken with Representative Chris Davis and he will read the Governor's Proclamation as well as the one provided by the General Assembly. She has secured the services of two clowns for the Family Fest portion of the day; they will hand out lollipops to the families. There is a high school student, Steven Villanova, who is available to sing the National Anthem that day. Vice Chairman Kraus is in touch with the athletic teams to continue discussions of what they need that day. There will be a presence from youth soccer, football, softball, and lacrosse; Judi Manfre will also have a pickleball setup that day.

Joanne Tedford has been in touch with Lauren Desrocher of the Trails Committee to see if they are available to have a presence during the fest, as well.

Mr. Huguenin drafted an activity passport for individuals to bring around to the various stations and activities to get stamped or stickered; once a passport is completed, the individual can visit the Recreation Department table and receive a Robert Tedford Memorial wristband or pen. Mr. Huguenin shared that the social media event is getting a lot of attention, and the schools sent out a flyer as well. A Journal Inquirer notice will run about a week prior to October 26; Mr. Huguenin also spoke about the event on the First Selectman's television show in September. A flyer was created promoting the event; the next step will be distributing this to area businesses and Town departments that see a lot of traffic.

Ms. Tedford recommended reaching out to running groups in the state to bolster registration numbers; many people attempt to complete a race in each town in Connecticut and may not be aware that this event is taking place. A simpler registration form was created for the event to ease the process compared to previous races.

Chairman Boscarino met with First Selectman Spielman; she will give a short welcome prior to the tribute remarks after the conclusion of the race.

Vice Chairman Kraus confirmed with Lisa Houlihan that she will be creating a donations box with envelopes.

A draft program has been created; the Committee members discussed the details of how the event will run.

Chairman Boscarino reported that there is currently over \$2,300 in the Robert Tedford Memorial Fund.

V. New Business

No new business was discussed.

VI. Review Action Items

The next meeting is scheduled for October 24, 2019 at 6:00 pm in the Town Hall Annex.

VII. ADJOURNMENT

MOVED (HOULIHAN), SECONDED (WEBB) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 7:10 PM.

Submitted by


Julia Connor